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9 April 1968

Mr. Coffey via []

At [] briefing about the records program you asked what we would get if we had a feasibility study conducted. The Chief Real Estate and Construction Division, OL, advises that a feasibility study would provide the following information:

- a. An evaluation of the different possible sites for the building, e.g., [] and even of different possible sites within the stations.
- b. Building concept drawings for one or more of the possible sites which would include:
 - (1) A site plan showing building location, walks, drives, parking lots, etc.
 - (2) A floor plan - one or more elevations, a perspective view, one or more cross sections
 - (3) Narrative description of the type construction proposed, e.g., reinforced concrete and/or steel frame, type of finishes, etc.
 - (4) Description of significant electrical and mechanical aspects of the proposed building - air conditioning, electric power and other utility services
 - (5) Comments on unusual or difficult aspects of construction, e.g., possibility of extensive rock excavation or other foundation problems - based on appropriate soil borings and analysis
- c. A comparative analysis of the advantages and disadvantages of each site for which concept drawings are prepared with accompanying budgetary cost estimates and estimates of construction time.
- d. A recommendation as to the best choice of building site and building configuration, considering all aspects of the problem.

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